



Australian Government

ICPINK251 Filter and pack product

Release: 1

ICPINK251 Filter and pack product

Modification History

Release	Comments
Release 1	This version first released with ICP Printing and Graphic Arts Training Package Version 1.0.

Application

This unit describes the skills and knowledge required to filter and pack ink and varnish products.

It applies to individuals who typically perform routine tasks under direct supervision to ensure quality standards are maintained. Individuals identify and select equipment and materials for the job and complete tasks according to defined procedures.

No licensing, legislative or certification requirements apply to this unit at the time of publication.

Unit Sector

Ink Manufacture

Elements and Performance Criteria

ELEMENT	PERFORMANCE CRITERIA
<i>Elements describe the essential outcomes.</i>	<i>Performance criteria describe the performance needed to demonstrate achievement of the element.</i>
1 Read and interpret job requirements from documentation	1.1 Product to be filtered is identified from job specifications 1.2 Type/size of packing container is identified from job specifications
2 Set up for filtering and packing	2.1 Filtering requirements are identified from job specifications 2.2 Correct filter is selected and fitted according to enterprise procedures 2.3 Appropriate packaging containers are identified and selected according to job specifications 2.4. Containers are checked to ensure they are free from contamination

ELEMENT	PERFORMANCE CRITERIA
3 Filter and pack product	3.1 Product is filtered according to enterprise procedures and work health and safety (WHS) requirements 3.2 Product is sampled and tested according to enterprise procedures 3.3 Correct amount of approved product is tinned off according to enterprise procedures 3.4 Container is correctly labelled according to enterprise procedures 3.5 Packed product is stored or despatched according to job specifications
4 Complete documentation	4.1 Documentation is completed according to enterprise procedures

Foundation Skills

This section describes language, literacy, numeracy and employment skills incorporated in the performance criteria that are required for competent performance.

Skill	Performance Criteria	Description
Reading	1.1, 1.2, 2.1-2.3, 3.1-3.3, 3.5, 4.1	Establishes job requirements from documentation
Writing	3.4, 4.1	- Records required information on labels - Completes information related to job outcomes in required format
Numeracy	3.3	Uses basic mathematical processes to calculate and determine quantities of product
Navigate the world of work	2.2, 2.3, 3.1-3.4, 4.1	Complies with legislative requirements and organisational policies and procedures relevant to own role
Get the work done	1.1, 1.2, 2.1-2.4, 3.2, 3.5	- Follows clearly defined instructions and monitors own progress on tasks - Makes routine decisions relevant to the immediate task in accordance with job requirements - Responds to problems by referring to procedures and implementing required solutions

Unit Mapping Information

Code and title current version	Code and title previous version	Comments	Equivalence status
ICPINK251 Filter and pack product	ICPIM251C Filter and pack product	Updated to meet Standards for Training Packages	Equivalent unit

Links

Companion Volume implementation guides are found in VETNet -

<https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=a74b7a0f-a253-47e3-8be0-5d426e24131d>

Assessment Requirements for ICPINK251 Filter and pack product

Modification History

Release	Comments
Release 1	This version first released with ICP Printing and Graphic Arts Training Package Version 1.0

Performance Evidence

Evidence of the ability to:

- find, interpret and use information required to carry out tasks from various information sources
- filter and pack ink/chemical products into TWO types of packaging container according to manufacturer's and job specifications, health and safety requirements and enterprise procedures including:
 - selecting, checking and fitting filters and containers
 - carrying out quality checks during the filtering process
 - labelling and storing (or despatching) containers
 - completing required records.

Note: If a specific volume or frequency is not stated, then evidence must be provided at least once.

Knowledge Evidence

To complete the unit requirements safely and effectively, the individual must:

- list relevant information sources and for each source briefly outline why it is needed
- describe potential health hazards involved in the filtering and packing of products
- list and briefly describe the enterprise policies and procedures for addressing health and environmental hazards
- explain the safety equipment used during filtering and packing, and the purpose of each item
- list and briefly describe the purpose of each of the listed used in the filtering and packing process:
 - pumps
 - filters
 - weighing scales

- spatulas
- cardboard
- wax paper
- vacuum pack systems
- lifting/shifting devices
- describe the requirements for:
 - the selection of packaging and storage containers including pails, tins, drums and bins
 - the selection of filter(s)
 - checks to be made when fitting the filter
 - checking the quality of the product (viscosity, skin forming) throughout the filter/pack process
 - the weighing methods that are used in the work area
- outline problems and possible solutions for:
 - contaminants that can be present and how to eliminate these
 - extruding the product
- describe the enterprise systems and processes for:
 - sampling/testing
 - labelling and storing the packed product.

Assessment Conditions

Gather evidence to demonstrate consistent performance in conditions that are safe and replicate the workplace. Noise levels, production flow, interruptions and time variances must be typical of those experienced in the ink manufacture field of work and include access to:

- enterprise documents and policies and procedures
- raw materials and consumables
- filters and packaging containers
- machines or equipment used to filter, pack and move materials or containers.

Assessors must satisfy NVR/AQTF assessor requirements.

Links

Companion Volume implementation guides are found in VETNet -

<https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=a74b7a0f-a253-47e3-8be0-5d426e24131d>